

FINAL



WEARE BOARD OF SELECTMEN
MEETING MINUTES
January 30, 2006

PRESENT: LEON METHOT, VICE CHAIRMAN; HELEEN KURK, SELECTMAN; DONNA M. OSBORNE, SELECTMAN; JOSEPH M. FIALA, SELECTMAN

TOWN ADMINISTRATOR: Gregory C. Begin, Interim
RECORDING SECRETARY: Cherry Palmisano

GUESTS: Naomi Bolton, Evelyn Connor, Carl Knapp, Frank Campana, George Malette, Elizabeth Straw, Richard Butt, Robert Phillips, Rad Beths, Judy Rogers, Sharon DeStafano, Bill Tiffany, Terry Knowles, Paul Johnson, Darlene Johnson, Pat Myers, Steve Najjar, Charles Meany, Robert Richards, Jon Dowst, David Hunt, Bob Nelson

6:34 p.m. Vice Chairman Methot called the meeting to order.

1. DEPARTMENT HEAD – Mr. Carl Knapp informed the Board they are making progress on the Abijiah bridge project and he has a meeting with everyone involved on the project on Monday. Mr. Knapp said Fish and Game would like to redesign the whole bridge. Mr. Knapp told Fish and Game the town has already paid for the plans and if they want them redesigned they would have to pay, they said they have the funds available.

Mr. Knapp said at the last meeting he thanked the residents of Weare for all their help with recycling and would like to thank them again for all their efforts. Because of the efforts of residents 2.9 million tons of waste did not go into the incinerator this year which would of cost the town \$100,000 to get rid of instead we had \$112,000 in revenues for the town. Mr. Knapp said it continues to get better.

2. MANIFESTS –

Vice Chairman Methot moved, Selectman Kurk seconded, to authorize the Board of Selectman to sign Manifest and order the Treasurer to sign checks dated February 2, 2006. Passed 4-0-0.

Accounts payable	\$278,314.98
Gross Payrolls	<u>\$29,450.22</u>
Total	\$307,765.20

3. CORRESPONDENCE – Selectman Kurk mentioned there is a news reporter from New London, CT who would like to meet with the Board Wednesday at 5 p.m.

Selectman Kurk told the Board she was asked by someone to mention if there is a way to somehow state that what goes on in the Town Hall is not necessarily the view of the Town of Weare. Selectman Kurk asked if they could put something on cable. Vice Chairman Methot said yes. Selectman Kurk asked if it was appropriate to put it on cable. It was discussed everything on the bulletin board should be non political. Selectman Kurk said

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the individual wanted it declared that if something goes on at the Town Hall that it is not the opinion of the town. Selectman Osborne said it should not be on the cable channel and feels if someone pays for the use of the Town Hall then they can hold an event they want. The Board decided there is no reason to put a disclaimer on the cable channel.

Vice Chairman Methot moved, Selectman Kurk seconded, to enter into nonpublic session @ 6:52 p.m. pursuant to the authority granted in RSA 91-A:3II (a&b). A roll call vote was taken; Selectman Osborne - yes; Selectman Kurk - yes; Selectman Fiala - yes; Vice Chairman Methot - yes. Passed 4-0-0.

7:00 p.m. out of non public

Vice Chairman Methot moved, Selectman Kurk seconded to hire Jeffrey Lewis as a truck driver for \$12.00 an hour. Passed 4-0-0.

Vice Chairman Methot opened the public hearing at 7:02 p.m.

PUBLIC HEARING – To receive testimony and comment on the proposed 2006 Annual Operating Budget and Warrant Articles.

Selectman Kurk said there have been some changes to the default budget. Ms. Naomi Bolton said she took all employees' hourly rate and multiplied it with increase in pay, with all the numbers in the default showing no increase in pay. The proposed budget does include an increase of 3% in salaries. Selectman Kurk mentioned this was the first year increases were not included in the default budget.

Vice Chairman Methot mentioned he has received emails from people stating the columns in the budget do to calculate correctly.

Selectman Kurk said when we decrease the line from the 2006 budget we also decrease the default budget. Selectman Kurk said this has been done to the best of their ability throughout the budget. Selectman Kurk said some on the large increases they have no control over were Avitar at \$146,000 because the revaluation t is required by the state; salt increased about \$19,000; cutting edges for the plows increased \$8,000; increase in fuel and electricity. There will be three elections instead of one increasing the budget by \$7,000. The Post Office is requiring a postage meter and with an increase in postage brings it up \$2,000 or more. The Town Administrator salary is up \$12,500. Cemetery bottom line is up \$4,500 and we are required to take care of them. The Town Mailer went up \$1,000. Health Insurance is up and total dollar cost will be about 19.2%. The wage and related costs will be in by Saturday.

Mr. Richard Butt stated in the past he has asked if there was an increase in the police department salaries and was told many times there was no increase. Mr. Butt stated in looking at the budget there is an increase in the police department salaries and asked the Board if they are honoring the increases. Vice Chairman Methot said they are waiting to hear from the firm which is handling the union. Mr. Butt said the budget shows an 8% increase in the police officers salaries. Chief Begin said the last year they were paid at one rate for 13 weeks and then a higher rate for 39 weeks. Mr. Butt asked even though it shows an 8% increase it is not an increase just an adjustment. It was discussed the figures do not represent an increase just an adjustment. Selectman Kurk said if you look at the part-time officer's salaries, Quigley is included and Chief Begin added some hours. There was some discussion as to where Quigley's salary was located in the budget last year.

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Mr. Frank Campana asked the Board if the default was changed down to the \$53,000 wanted to make sure it was changed.

Selectman Kurk asked Chief Begin if he looked at the changes which were made while he was gone. He said he did not notice any changes they did not discuss. Vice Chairman Methot said they took \$20,000 out of the department's budget, \$4,000 of which was the storage shed. Selectman Kurk said they discussed having the prisoner crew possibly builds it.

Mr. Frank Campana has a question on the procedure regarding Article #24. He asked the Board if the town is asking to bond up to \$700,000 and the article passes what will happen if donations are received after the fact. Mr. Campana compared this to last year's Article #31 and the balance remaining because the school paid the cost of replacing the well. Mr. Campana asked what happens to the dollar amount if someone gives you the money. Vice Chairman Methot said if article is approved in later donations are received they will be put against the bond amount. Vice Chairman Methot said if the bond passes and October comes along then they will subtract the bond rate. Mr. Campana asked about the Conservation easement and if it satisfies giving up the right to build. They said yes.

Mr. Stephen Najjar stated to the Board there is \$300,000 from the Conservation Fund and \$800,000 from the Mildred E. Hall Estate. Mr. Najjar recommends if additional funds are donated they could be used to reduce the amount coming from the Conservation Commission, therefore leaving the money in the fund. Vice Chairman Methot said he added language to Article #24 which states not to exceed the amount of \$700,000. Mr. Najjar said he has a letter from the Fish and Game stating they plan to contribute somewhere between \$30,000 - \$50,000 directly to the project. Vice Chairman Methot said they discussed this carefully with Town Counsel to make sure the wording was correct to accept money to reduce the bond amount. Selectman Kurk said she is hearing Mr. Campana say if there are more donations to reduce the bond and Mr. Najjar says to put the money into Conservation Fund. Mrs. Terry Knowles said she would like to talk about where the money goes if it is stated to go to a specific project then you have no other option but to use it for the specific project. Selectman Kurk said she is hearing two different opinions on where the donations will go. Mr. Najjar is talking about reducing the \$300,000 donation from the Conservation Fund to leave the money in the fund. Mrs. Knowles said it is usually very clear where the money needs to go. It was discussed those figures are not actually determined until they need to get the bond. Selectman Kurk asked what if they get a donation in July then what do you do with the money, Mrs. Knowles said you could use the money to reduce the principal on the bond. The amount of the bond will not affect the tax rate until October.

Article # 27 - Household Hazardous Waste - the state will no longer donate any funds so they will only be holding one household hazardous waste day.

Selectman Kurk stated to come up with a wage for the bookkeeper she looked at other surrounding towns and got an average wage of \$16.42. Selectman Kurk feels the Tax Collector's wage should stay the same across the board. Selectman Kurk said she spoke with Tina Pelletier and they agreed the Tax Collector's salary should stay the way it is; 16 hours in the tax office and 24 hours up in bookkeeping at \$16.42 an hour. Selectman Kurk said by having the same person do both jobs the town saves \$16,000 in health costs for the year. Selectman Kurk said she did not add up the additional help Ms. Connor will need to cover the Tax Collector working upstairs. Ms. Connor asked if this includes Maureen Bilodeau becoming the Town Clerk Deputy and does it reflect her salary increase. Ms. Connor asked if this will also be included in the default budget. Ms. Connor said both positions should be in the default budget. Ms. Connor stated both employees' increases should be treated equally. Vice Chairman Methot stated Ms. Bilodeau should be making \$11.25 and hour.

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Article #28 - to hire to 2 full time officers and put a midnight shift which will add 24 hour coverage for \$85,000. Mr. Campana asked what the cost is after the 9 months, including salary and benefits - what will it do to the longevity of the vehicles. Selectman Kurk said they won't have a firm number because they haven't worked out the contract yet. Selectman Fiala said the vehicle situation is a justifiable question.

Mr. Butt commented on 9 months of employment being included in the warrant article but not the whole year's salary. Mr. Butt stated you need to include the full year's salary but then the 9 month cost for the current year will also need to be stated. Mr. Campana wants to be clear he did not ask the question to say there was anything being done wrong.

Article #29 - Code Enforcement Officer Vehicle for \$30,000. Vice Chairman Methot said the vehicle would be used by other departments as needed. Selectman Kurk said she spoke with Mr. Meany and he is concerned with the vehicle being used by other departments and what if he needs the vehicle at the same time. The \$30,000 will be withdrawn from the General Fund. Mr. Butt asked if the article could state a replacement vehicle not new vehicle.

Mr. Butt asked if the article is included in the CIP he asks that it state it was in the CIP. Mr. Butt questioned the \$30,000 and how the CIP discussed a vehicle rotation program. Mr. Butt commented on previously having a conversation with Chief Begin and the Ford Expedition and it has 60k miles and possibly rotating the vehicle down. Selectman Kurk asked Chief Begin if they could possibly get a 4 wheel drive vehicle for less then \$30,000.

Article #31 will be deleted because it duplicates Article #30.

Article #48 - Mr. Dick Ludders, resident of Weare and the Weare Representative to the Piscataquog River Local Advisory Committee, read aloud his statement referring to Article #48. The petitioned article will ban the use of any septage products in Weare. Mr. Ludders was asked why not just regulate the use of these materials instead of putting into effect a ban. Mr. Ludders said when faced with uncertainty they are going the cautious way. Darlene Johnson from NHASH septage task force stated municipal sludge is the product which causes the greatest concern. Ms. Johnson agrees there are issues with House Bill 722, said instead of banning it outright have limits. Ms. Johnson said septage comes out of residential septic tanks and there is a state law which says each municipality is entitled to a disposal agent. Robert Phillips, All Clear Septic in Weare, stated he saw consequences in Deering after they passed a ban on septage. Mr. Phillips said the Concord disposal shut them down from disposal and then residents stopped servicing their tanks because the cost went up 150% and this leads to more failures of systems. Reality is people will not service their systems. Mr. Phillips feels having a ban will create a whole other set of problems. Selectman Kurk asked if they could all get together to discuss the process.

The Board discussed any Article has the option to be discussed, debated, and amended at the Deliberative Session. Whatever is determined at the Deliberative Session is what goes on the ballot.

Article #32 - to raise and appropriate \$353,500 to be added and allocated to the previously established Capital Reserve Funds. Mr. Campana said this is a different philosophy then what was discussed in the past. Vice Chairman Methot said the CIP committee has a proposal of what all departments will need in the future and tries to level fund them from year to year. Mr. Campana asked if the fire equipment line includes the hot packs. Mr. Campana said last year the Fire Department received a \$140,000 grant and they did something with it and then got \$30,000 grant for something else and wants to know if the grant money is being figured in. Ms. Bolton said when the CIP committee sat down to determine the needed funds they asked if there were any grants

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available and the money appropriated gets pushed out. Mr. Campana asked who will monitor how the money is spent. Vice Chairman Methot stated the CIP committee will be monitoring. Selectman Fiala said it was his understanding DRA would monitor the funds. Mr. Campana pointed out when vehicles are moved from one department to another department we are then obligated to replace the vehicle. Mr. Campana said this is only safeguarded if the sitting Board knows to ask the question - do you already have one? And why do you need another?

Article # 33 - \$70,000 Maintenance Trust Funds, fire alarm system for the Town Offices, Town Hall, and Stone Building and possibly put in replacement windows to the Town Office.

Article # 34 – A request by the Planning Board of \$15,000 to commission a Cost of Community Services.

Article # 35 - Supplementary Death and Disability Insurance for the Fire Department. Chief Richards stated this came about in September 2004 when benefits were reduced by 25% so they asked the insurance company to propose a supplementary insurance plan. Chief Richards stated they have employees who are self employed and need coverage if they get hurt as a firefighter. \$6,000 is for a 12 month policy and if you add more employees the cost will not go up until the end of the 3 year contract.

Article # 36 - Taking revenues from cable franchise fee and place this amount into the previously established Community Access TV Equipment Capital Reserve Fund.

Article # 37 - Cemetery Improvements \$15,000 in cy pres money no tax impact but the town needs to approve to expend.

Article # 38 - \$5,000 to replace and rehabilitate windows at Weare Public Library.

Article # 39 - \$6,000 for fireworks

Article # 40 - Relates to Zoning Article 2 amendment 1 to open a Stewardship Fund with the Conservation Commission as agents to expend

Vice Chairman Methot stated the rest of the articles are non dollar amounts

Article # 42 - Will create a procedure to appoint or remove members of any board or commission. The Board agreed to delete this article.

Mr. George Mallette bringing fourth Articles 43 - 47 which is brought forward from the Master Plan. A Heritage Commission is an advisory board which has the ability to purchase and manage property. This is not being presented as a Historic District Commission.

Article # 45 - To allow a 30 to 60 day time period delaying removal of a structure.

Article # 46 - Create a Bicycle/Pedestrian Path Committee to develop a long term plan.

Vice Chairman Methot asked the Board if they have any questions for the Fire Department or the Assessing Department.

There was a discussion on promoting Ms. Bilodeau to Deputy Town Clerk and increasing her salary. Ms. Connor stated the increase in the Town Clerk salary line is because she wants Ms. Bilodeau full time in her department with an increase. She was in the Tax Collector's department for 10 hours a week. Vice Chairmen

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Methot said the line was zeroed out but the Tax Collector put in \$14,000 for needed hours to cover vacations. Vice Chairman Methot stated the \$36,000 reflects Ms. Bilodeau going to Deputy Town Clerk 40 hours and increasing her from \$10.25 to \$11.25 and Diane's wages at \$11.00 an hour at 27 hours. \$1,584 needs to go into the hourly line of the Tax Collector to cover the Tax Collector's vacation. There was an in-depth discussion on covering the Tax Collector's vacation time. It was discussed there is \$12,000 in the budget which could cover the vacation time and possibly cross-training within Departments to cover all positions. The Board discussed making Tina Laramée full time. Mr. Meany said if you look at his revenues he has more than ample revenue to cover a full time employee and a vehicle. He said he is more than covering his 75% of operating expenses. Mr. Meany feels we can justify Ms. Laramée becoming full time and taking advantage of cross training. Ms. Connor stated under no circumstances can she close her doors to the public and needs to make sure there is always coverage. Selectman Kurk said they could change the hours of operation.

It was discussed in essence you would not be adding another employee but just shifting employees around. Vice Chairman Methot said he is very confident having Ms. Laramée as a full time employee should be covered in the budget. Vice Chairman Methot said if the proposed budget passes than Ms. Laramée will be a full time employee effective in June, if the budget does not pass and it is a default then she remains part time.

The Fire Department discussed their fuel and electric and the maintenance of the ladder truck. Vice Chairman Methot asked if they missed anything or are short on anything. Chief Richards said the insurance needs to be increased and they still do not have firm numbers yet. The Fire Department's bottom line is \$232,646 with a default budget of \$216,300. Chief Richards is concerned with the default budget because he has air pack testing which needs to be done because it was not done last year. The Board discussed changes which were made to the Fire Department budget on Saturday.

Highway - Mr. Carl Knapp said he has a contract for salt for \$120,000. Mr. Knapp said in the Highway and the Transfer Station there is a combined employee and he feels the Health Insurance is all in the Highway Budget. Mr. Knapp voiced his concern on the amount budgeted for fuel. Vice Chairman Methot asked if they have a no idle policy. Mr. Knapp said in the winter time they do allow the trucks to idle but not in the summer. Mr. Knapp said he has maintenance lines which are already over budget.

Police Department - Chief Begin voiced his thoughts on the pay increase for the Police Department, he will contact counsel for a final answer. Chief Begin stated everyone is getting 3.5% increase and feels the Police Department should get their contracted 4% increase. Selectman Kurk asked how we deal with this. Vice Chairman Methot said it will have to be amended on the floor.

\$4,151,331.00 is the proposed bottom line budget.

\$4,000,684.00 is the default budget.

\$39,037.00 in shared revenues.

\$2,982,321.00 in anticipated revenues. Road reconstruction revenue is not included.

The one outstanding item is the Police Department salaries.

Selectman Kurk commented she has a problem with the 2 new officers.

Mr. Jon Dowst stated the Finance Committee will not recommend the vehicle replacement for the Code Enforcement Officer for the full amount of \$30,000 but they could possible recommend a used vehicle for \$10,000 - \$15,000.

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Mr. Jon Dowst told the Board the Finance Committee did not understand the article requesting \$50,000 from surplus and \$20,000 from taxation for the Government and Building Maintenance Fund. The Board explained the money is for heat efficiency (insulation) for the Town Office Building and the Fire Marshall is mandating fire alarm systems be installed in the Highway Building, Stone Building, Town Hall, and Town Offices.

The Finance Committee told the Board they do not recommend the hiring of 2 new officers at this time. Chief Begin explained to some members of the Finance Committee he has been going out on emergency calls about 25 times in the past 9 months and he cannot continue to do this. The Finance Committee asked Chief Begin to forward more information to them and they would revisit the article.

The Finance Committee informed the Board they do not recommend the paving of the Bolton Field road.

Vice Chairman Methot mentioned he contacted two people regarding the Town Administrator position. The Board will meet with one of the individuals Wednesday night.

Selectman Fiala moved, Selectman Kurk seconded to authorize the Chairman to sign the pole licensing permits. Passed 4-0-0.

Vice Chairman Methot moved to adjourn at 11:17 p.m. Passed 4-0-0.

9. ADJOURNMENT

A True Record.

Cherry Palmisano, Recording Secretary